

APPLICANT CHECKLIST

The following checklist may be of assistance to brownfield grant applicants. Complete the following checklist to ensure that you have provided EPA with a complete application:

YES	<i>NO (be sure to provide an explanation in your application)</i>
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1. Have you provided a cover letter		
2. Have you provided applicant information as requested		
3. Have you provided responses to ALL threshold and ranking criteria		
4. Have you provided a Letter from your state or Tribal Environmental Authority acknowledging that you plan to conduct assessment/cleanup activities and are planning to apply for federal grant funds		
5. For property specific determinations ONLY: Have you requested EPA make a property specific determination		
6. FOR PETROLEUM APPLICANTS ONLY: For non-tribal applicants, have you provided a written determination from your state that your site: (a) is of relatively low risk compared with other petroleum-only sites in the state; (b) has no viable responsible party; and (c) that funding will be used by a party that is NOT potentially liable for the petroleum contamination to assess, investigate or cleanup the site. BE SURE (a) (b) and (c) are answered.		
7. FOR PETROLEUM APPLICANTS ONLY: For Tribal applicants, have you requested EPA make the determinations that your site: (a) is of relatively low risk compared with other petroleum-only sites in the state; (b) has no viable responsible party; and (c) that funding will be used by a party that is NOT potentially liable for the petroleum contamination to assess, investigate or cleanup the site.		
8. FOR PETROLEUM APPLICANTS ONLY: Have you identified whether the site is subject to any order under sec. 9003(h) of the Solid Waste Disposal Act		